

**November 10, 2021**

The Township Committee met on the above date with Mayor Jeremy Liedtka calling the meeting to order at 7:00 PM. The meeting opened with the flag salute and a moment of silence. Roll call was taken showing present: Mayor Jeremy Liedtka, Deputy Mayor Lido Panfili, Committeeman Shreekant Dhopte and Committeewoman Denise Koetas-Dale. Also present Administrator, Thomas Sahol; Township Clerk, Caryn Hoyer and Township Attorney, John Gillespie. Committeeman Michael Russo was not present.

The Open Public Meetings Act statement was read and compliance noted.

**AGENDA MATTER(S) REQUIRING RECUSAL(S)** – Mayor Liedtka recused himself for Resolutions 2021-11-6 and 11-8 & 11-9.

**APPROVAL OF MINUTES** – Mr. Panfili made a motion seconded by Mr. Dhopte to approve the October 14<sup>th</sup> minutes. All were in favor.

**BOARD OF HEALTH** – Block 801 Lot 14.09, 166 Chesterfield-Georgetown Road – Septic Waiver.

Mr. Dhopte made a motion seconded by Mr. Panfili to open to Board of Health. All were in favor. Glenn McMahon was also present for the BOH meeting. Mr. Hirsh reported that the application is a request for a waiver to allow a mounded system greater than 2 foot. The applicant is seeking approval for a 3 ½ - 4 feet high mound due to the water table. Mr. Hirsh recommends approval and stated it will not be seen do to the location. Mr. McMahon made a motion seconded by Ms. Koetas-Dale to approve. All were in favor.

Mr. Panfili made a motion seconded by Ms. Koetas-Dale to go out of Board of Health. All were in favor. Mr. McMahon left the meeting.

**PUBLIC COMMENTS PERTAINING TO MATTERS ON THE AGENDA**

Ms. Hoyer stated that she just noticed someone online has a comment on the agenda. Ms. Hoyer commented that Agnus Marsala is trying to make a comment but we cannot hear her. There appears to be an issue that we cannot hear anyone on the virtual meeting however they can hear us.

Lorrie Their - 153 Chesterfield-Crosswicks Road asked if she can get copies of the two resolutions that are being added to the agenda. Ms. Hoyer replied they are not available until they are added to the agenda and approved.

**ORDINANCE FOR INTRODUCTION**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to introduce Ordinance 2021-20. All were in favor. The public hearing for this ordinance will be at the Township Committee meeting of December 9<sup>th</sup>.

Mr. Dhopte asked for more details on this ordinance. Mr. Sahol responded that by adding the commercial registration weight to our code allows the our officers to make the stop and issue a summons if they are greater than 4 tons.

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE NO. 2021-20**

**AN ORDINANCE TO AMEND ORDINANCE 1989-4, AS AMENDED, AND AS  
CODIFIED IN CHAPTER 182 OF THE CODE OF THE TOWNSHIP OF  
CHESTERFIELD, ENTITLED “VEHICLES AND TRAFFIC,” AND SPECIFICALLY  
AMENDING §182-9, ENTITLED “TRUCKS OVER FOUR TONS EXCLUDED.”**

**BE IT ORDAINED AND ENACTED** by the Township Committee of the Township of Chesterfield, County of Burlington and State of New Jersey, as follows:

**Section One.** The provisions of Ordinance 1989-4, as amended, which presently are codified in §182-9 of the Code of the Township of Chesterfield, further are amended to the extent that, henceforth, §182-9 of the Code of the Township of Chesterfield shall read as follows:

Pursuant to N.J.S.A. 40:67-16.1, vehicles having a total combined gross weight equal to or in excess of four tons (weight of vehicle plus weight of load) or a registered vehicle weight in excess of four tons, are excluded from traveling on all the municipally owned and maintained streets and roadways described in § [182-25](#), Schedule VI: Trucks Over Certain Weights Excluded.

**Section Two.** In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.

**Section Three.** Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

**Section Four.** This Ordinance shall take effect upon proper passage in accordance with the law.

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**ORDINANCE FOR ADOPTION**

Mr. Panfili made a motion seconded by Mr. Dhopte to open the public hearing on Ordinance 2021-17. All were in favor. Hearing no comment, Mr. Panfili made a motion seconded by Mr. Dhopte to close the public hearing. All were in favor. Mr. Dhopte made a motion seconded by Mr. Panfili to adopt Ordinance 2021-17. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Liedtka - yes.

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE NO. 2021-17**

**AN ORDINANCE OF THE TOWNSHIP OF CHESTERFIELD, COUNTY OF  
BURLINGTON, STATE OF NEW JERSEY TO AMEND CHAPTER 13, "CLAIMS",  
ARTICLE I "PAYMENT OF CLAIMS"**

**BE IT ORDAINED AND ENACTED** by the Township Committee of the Township of Chesterfield, County of Burlington, and State of New Jersey as follows:

**ARTICLE I. AMENDED SECTIONS.** The following Sections of Article I, "Payment of Claims", within Chapter 13 of the Code of the Township of Chesterfield are hereby amended:

- A. Section 13-3, "Approval of Claims", is hereby amended to change the title and text of said Section to now read as follows:

"13-3. Presentation of Claims in the form of a Bill List.

"It shall be noted on the claim by either the Township Clerk, or Township Administrator, and counter-signed by the Chief Financial Officer, indicating the claim is in order, at which time it shall be the duty of the Chief Financial Officer to prepare such a list of all claims in the form of a Bill List. The Bill List shall then be presented to the Township Committee for approval."

- B. Section 13-4, "Disapproval of Claims", is hereby amended to now read as follows:

"13-4. Approval/Disapproval of Claims.

"Claims shall be considered by the Township Committee, which may deny a particular claim by vote of the majority of the Committee Members present, stating reason for rejection. Any disapproved claim shall be referred back to the Chief Financial Officer of the township with such instructions as the Township Committee may give at the time of disapproval. Remaining claims shall be considered by the Township Committee, and approved by majority vote of the Committee Members present."

- C. Section 13-5, "Record of Committee's action to be kept", is hereby amended by revising the text of said Section to now read as follows:

"13-5. Record of Committee's Action To Be Kept.

"It shall be the responsibility of the Clerk of the township to record the decision of the Township Committee regarding the bill list. The Clerk of the township shall ensure in the official minutes that said Township Committee has by formal action approved or disapproved said Bill List."

D. Section 13-6, "Notations to be made on Approved Claims", is hereby amended as to the text of said Section to now read as follows:

"13-6. Notations To Be Made On Approved Claims.

"It shall be the duty of the Chief Financial Officer of the Township to indicate on said claims that they have been approved for payment with the date of approval and the check number noted on the claim."

E. Section 13-7, "Preparation of Distribution of Checks", is hereby amended as to the text of said Section to now read as follows:

"13-7. Preparation and Distribution of Checks.

"After the Clerk of the Township has certified that the Bill List has been approved, the Chief Financial Officer shall forthwith prepare the necessary checks for the payment thereof, which checks shall be signed by either of the Township Clerk, or Township Administrator, and countersigned by the Chief Financial Officer, and thereafter distribute the checks to the claimants."

**ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.

C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

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Mr. Panfili made a motion seconded by Mr. Dhopte to open the public hearing on Ordinance 2021-18. All were in favor. Mr. Dhopte asked for an explanation on this ordinance. Mr. Sahol stated the ordinance is needed to be updated due to the soon to be vacated position in the police department and this will help to identify the most qualified candidates. There is now a point process put in place for the candidates to better see their qualifications and ranking. This update will also add one more person to the interview process. Hearing no further comments, Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close the public hearing. All were in favor. Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to adopt Ordinance 2021-18. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Liedtka - yes.

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE NO. 2021-18**

**AN ORDINANCE TO AMEND CHAPTER 42 OF THE CODE OF THE TOWNSHIP OF CHESTERFIELD, ENTITLED “CREATION AND ORGANIZATION”, AND ESTABLISHING WITHIN THE TOWNSHIP OF CHESTERFIELD A POLICE DEPARTMENT; AND SPECIFICALLY AMENDING SECTION 42-10 “PROMOTIONS”**

**BE IT ORDAINED AND ENACTED** by the Township Committee of the Township of Chesterfield, County of Burlington and State of New Jersey, as follows:

**ARTICLE I. AMENDED SECTIONS.**

A. Section 42-10, “Promotions”, is hereby amended at the following subsections to now read as follows:

1. Section 42-10C is hereby amended to read as follows:

“The Chief of Police shall announce a Promotional Test to Members of the Department at least fifteen (15) days before the examination is to be given. Candidates who qualify shall notify the Chief of Police of their interest in taking the examination by submitting a Letter of Interest no later than seven (7) days after the announcement of the Promotion Test. In the case of a Promotional Test for Chief of Police, the Mayor, as the Police Commissioner and “the Appropriate Authority”, shall announce the Promotional Test to the Members of the Department and interested qualified candidates shall submit a Letter of Interest to the Mayor. All time frames above shall also apply to Promotional Tests for Chief of Police.”

2. Section 42-10E is hereby amended to read as follows:

“The Mayor, the Chief of Police, and the Administrator, or their designees, shall comprise the Reviewing Committee for departmental promotions. At least three (3) persons shall sit on the Reviewing Committee. In the case of a promotion to Chief of Police, the Mayor and the Administrator, or their designees, shall comprise the Reviewing Committee. At least two (2) persons shall sit on the Promotional Reviewing Committee for the position of Chief of Police.”

3. Section 42-10F(4)(b) is hereby amended to read as follows:

“Points shall be distributed for Associates’, Bachelors’, Masters’, and Professional Degrees, secured from an accredited institution, as well as for actual job related formal training/certifications.”

- [1] Master’s Degree: 15 Points.
- [2] Job-related experience, including formal training/certifications: 15 Points.
- [3] Bachelor’s Degree: 10 Points.
- [4] Associate’s Degree: 5 Points.

**ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

- D. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- E. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- F. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

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Ms. Hoyer stated that for the record, a letter was received from the Planning Board regarding Ordinance 2021-19 acknowledging the ordinance conforms to the master plan. Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to open the public hearing on Ordinance 2021-19. All were in favor. Hearing no further comments, Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close the public hearing. All were in favor. Mr. Dhopte asked Mr. Sahol what the benefits are from going from 4,000 to 8,000 square feet. Mr. Sahol responded the benefits include less strain on municipal infrastructure, less parking issues and more openness for the community. Mr. Panfili made a motion seconded by Mr. Dhopte to adopt Ordinance 2021-19. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Liedtka - yes.

**TOWNSHIP OF CHESTERFIELD  
ORDINANCE NO. 2021-19**

**AN ORDINANCE TO AMEND CHAPTER 130 OF THE CODE OF THE TOWNSHIP OF CHESTERFIELD, AND SPECIFICALLY SECTION 130-20, “AREA, YARD AND BULK REQUIREMENTS”, FOR THE VILLAGE DISTRICT**

**WHEREAS**, the Township Committee of the Township of Chesterfield recently commissioned a Study to be prepared by the Township’s Planning Consultant, CME Associates, entitled “Crosswicks Village Zoning Study”, which Report is dated August 6, 2021, and submitted for consideration to the Township Committee which reviewed same at its September 23, 2021 meeting, and based upon the recommendations made

by the Township Planner, determined to increase the Lot sizes within the Village District from 4,000 square foot minimum Lots, to 8,000 square foot minimum Lots, and to increase the associated bulk standards accordingly on a pro-rated basis;

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey, as follows:

**ARTICLE I. AMENDED SECTION.**

A. Section 130-20, within Article V, "Village District", which establishes the "Area, Yard and Bulk Requirements", and which are found at Table 130, Attachment 1:3, contained in the Code of the Township of Chesterfield as Supplemental No. 21, last dated December 2019, is hereby amended as follows:

1. The "Minimum Lot Dimensions for all Principal Permitted Uses", are hereby amended as follows:
  - a. Minimum Lot Area: **8,000 square feet.**
  - b. Minimum Lot Frontage: **80 feet.**
  - c. Minimum Lot Width: **80 feet.**
  - d. Minimum Lot Depth: **100 feet.**

B. The "Minimum Yard Dimensions for the Principal Building" shall be as follows:

1. Minimum Front Yard: **20 feet.**
2. Minimum Side Yard: **15 feet.**
3. Minimum Rear Yard: **30 feet.**

C. The "Minimum Accessory Building Setbacks From" dimensions shall be:

1. Front Lot Line: **20 feet.**
2. Side Lot Line: **5 feet.**
3. Rear Lot Line: **10 feet.**
4. Principal Building: **10 feet.**

D. The "Maximum Requirements" shall be:

1. Principal Building Coverage: **20%.**
2. Accessory Building Coverage: **5%.**
3. Paved surface: **30%.**
4. Building Height: **35 feet.**

**ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

G. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.

H. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.

- I. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

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**RESOLUTIONS**

Mr. Sahol reported that the following resolution is taking all of these general obligations and putting them into a single bond with a new rate structure that is very favorable at 1.35% over 7 years. Mr. Panfili made a motion seconded by Mr. Dhopte to approve Resolution 2021-11-1. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Liedtka - yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD, NEW JERSEY  
RESOLUTION 2021-11-1**

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**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHESTERFIELD, COUNTY OF BURLINGTON, NEW JERSEY AUTHORIZING THE ISSUANCE AND SALE OF UP TO \$999,447 AGGREGATE PRINCIPAL AMOUNT OF ITS GENERAL OBLIGATION BONDS, SERIES 2021 (FEDERALLY TAXABLE); AND AUTHORIZING SUCH FURTHER ACTIONS AND MAKING SUCH DETERMINATIONS AS MAY BE NECESSARY OR APPROPRIATE TO EFFECTUATE THE ISSUANCE AND SALE OF THE BONDS**

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**BACKGROUND**

**WHEREAS**, pursuant to the Local Bond Law, constituting Chapter 169 of the Laws of 1960 of the State of New Jersey, as amended and supplemented ("Local Bond Law"), the Township Committee of the Township of Chesterfield, County of Burlington, New Jersey ("Township"), has, pursuant to bond ordinances 1997-10, 2014-16, 2014-17, 2015-03, and 2016-10, each duly and finally adopted and published in accordance with the requirements of the Local Bond Law (collectively, the "Bond Ordinances"), authorized the issuance of general obligation bonds or bond anticipation notes of the Township to finance the costs of certain capital improvements, as set forth in and authorized by the Bond Ordinances, all as more particularly described in Exhibit "A" attached hereto and made a part hereof; and

**WHEREAS**, it is the desire of the Township to issue its general obligation bonds in the aggregate principal amount of up to \$999,447, the proceeds of which will be used to permanently finance or pay the costs of: (i) a portion of the costs of the improvements authorized by the Bond Ordinances; and (ii) certain costs and expenses incidental to the issuance and delivery of the bonds (collectively, the "Project"); and

**WHEREAS**, pursuant to the Local Bond Law and the Bond Ordinances, it is the intent of the Township Committee hereby to authorize, approve and direct the issuance and sale of such bonds, to ratify and confirm certain actions heretofore taken by or on behalf of the Township, and to make certain related determinations and authorizations in connection with such issuance and sale.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHESTERFIELD, COUNTY OF BURLINGTON, NEW JERSEY, PURSUANT TO THE LOCAL BOND LAW, AS FOLLOWS:**

**Section 1.** Pursuant to the Local Bond Law and the Bond Ordinances, the issuance and sale of general obligation bonds of the Township, to be designated substantially "Township of Chesterfield, County of Burlington, New Jersey, General Obligation Bonds, Series 2021 (Federally Taxable)" ("Bonds"), in an aggregate principal amount of up to \$999,447 for the Project, is hereby authorized and approved.

**Section 2.** The Bonds shall be dated their date of delivery and shall mature on November 1 in the years and amounts set forth below:

| <u>Year</u> | <u>Principal Amount</u> | <u>Year</u> | <u>Principal Amount</u> |
|-------------|-------------------------|-------------|-------------------------|
| 2022        | \$135,447               | 2026        | \$145,000               |
| 2023        | 138,000                 | 2027        | 148,000                 |
| 2024        | 140,000                 | 2028        | 150,000                 |
| 2025        | 143,000                 |             |                         |

The term of the Bonds is equal to or less than the average period of usefulness of the Project being financed through the issuance of the Bonds. Interest on the Bonds shall be payable semiannually on May 1 and November 1, commencing May 1, 2022, in each year until maturity. The Bonds are not subject to redemption prior to their stated maturity dates.

The Chief Financial Officer is hereby authorized to adjust the maturity schedule of the Bonds set forth in the maturity schedules above in accordance with the Local Bond Law and specifically *N.J.S.A. 40A:2-26(g)*.

**Section 3.** The Chief Financial Officer shall report in writing to the Township Committee at the meeting next succeeding the date when any sale or delivery of the Bonds pursuant to this resolution is made. Such report must include the aggregate principal amount, the interest rate or rates and the maturity schedule of the Bonds sold and the price obtained, and the redemption provisions thereof, if any.

**Section 4.** The Bonds shall be general obligations of the Township. The full faith and credit of the Township are irrevocably pledged to the punctual payment of the principal of and interest on the Bonds and, to the extent payment is not otherwise provided, the Township shall levy *ad valorem* taxes on all taxable real property without limitation as to rate or amount for the payment thereof.

**Section 5.** The Bonds will be sold at a negotiated sale to TD Bank, N.A., as purchaser ("Purchaser") in accordance with the terms and conditions set forth in the term sheet provided by the Purchaser, dated October 21, 2021 ("Term Sheet"), a copy of which is attached hereto as Exhibit "B". The Term Sheet is hereby authorized to be executed and delivered on behalf of the Township by the Mayor or Chief Financial Officer, in substantially the form on file in the offices of the Township, with such changes as either the Mayor or the Chief Financial Officer, in their respective discretion, after consultation with, among others, Parker McCay P.A., as bond counsel, shall determine, such determination to be conclusively evidenced by the execution of the Term Sheet by an authorized officer as determined hereunder.

**Section 6.** The Bonds will be issued in bearer form. One certificate shall be issued for the aggregate principal amount of Bonds maturing in each year. Both the principal of and interest on the Bonds will be payable in lawful money of the United States of America. The principal of and interest on the Bonds will be paid to the Purchaser by the Township on the respective maturity dates. The Bonds will be executed on behalf of the Township by the manual or facsimile signatures of the Mayor and Chief Financial Officer, attested by the Clerk (such execution shall constitute conclusive approval by the Township of the form of the Bonds), and shall bear the affixed, imprinted or reproduced seal of the Township thereon. In the event that the Township appoints a Paying Agent (as hereinafter defined and described), the Bonds shall not be valid or obligatory for any purpose unless the Authentication Certification printed thereon shall be duly executed by an authorized officer of said Paying Agent.

**Section 7.** If necessary or advisable, the Chief Financial Officer is hereby authorized to solicit proposals for, and, if the Chief Financial Officer deems it beneficial, engage the services of, a qualified institution to serve as paying agent ("Paying Agent") for the Bonds. The Mayor, Chief Financial Officer and Township Clerk are each hereby authorized to execute and deliver an agreement with the Paying Agent, if they deem it beneficial.

**Section 8.** The Chief Financial Officer is hereby authorized to pay the costs associated with the issuance of the Bonds.

**Section 9.** If necessary or advisable, the appropriate Township officials and the Township's professional advisors are hereby authorized to: (i) obtain one or more ratings on the Bonds; and (ii) furnish certain information to the various municipal bond insurance companies concerning the Township and the Bonds for the purpose of qualifying the Bonds for municipal bond insurance. The Chief Financial Officer is hereby authorized to execute such documents as may be necessary or appropriate to effectuate the obtainment of ratings for the Bonds and the obtainment of municipal bond insurance with respect to the Bonds if determined to be cost effective.

**Section 10.** All actions heretofore taken and documents prepared or executed by or on behalf of the Township by the Mayor, Chief Financial Officer, Municipal Clerk, other Township officials or by the Township's professional advisors, in connection with the issuance and sale of the Bonds are hereby ratified, confirmed, approved and adopted.

**Section 11.** The Mayor, Chief Financial Officer and Municipal Clerk are each hereby authorized to determine all matters and execute all documents and instruments in connection with the Bonds not determined or otherwise directed to be executed by the Local Bond Law, the Bond Ordinances, or by this or any subsequent resolution, and the signatures of the Mayor, Chief Financial Officer or Municipal Clerk on such documents or instruments shall be conclusive as to such determinations.

**Section 12.** All other resolutions, or parts thereof, inconsistent herewith are hereby rescinded and repealed to the extent of any such inconsistency.

**Section 13.** This resolution shall take effect immediately upon adoption this 10th day of November, 2021.

**Exhibit "A"**

| <b>Ordinance Number</b> | <b>Purpose</b>                           | <b>Authorized Amount</b> | <b>Prior Notes</b> | <b>Bonds</b>        |
|-------------------------|--|--------------------------|--------------------|---------------------|
| 1997-10                 | Farmland Preservation                    | 1,330,000                | 0                  | 9,861.81            |
| 2014-16                 | Acquisition of Various Capital Equipment | 69,350                   | 0                  | 65,896.00           |
| 2014-17                 | Acquisition of Various Capital Equipment | 855,000                  | 0                  | 562,522.34          |
| 2015-03                 | Acquisition of Various Capital Equipment | 190,000                  | 0                  | 136,955.00          |
| 2016-10                 | Acquisition of Various Capital Equipment | 855,000                  | 0                  | 224,211.85          |
| <b>TOTAL</b>            |  | <b>\$8,049,350</b>       | <b>\$0</b>         | <b>\$999,447.00</b> |

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Ms. Koetas-Dale made a motion seconded by Mr. Panfili to approve Resolution 2021-11-2. All were in favor. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTIN 2021-11-2**

**RESOLUTINO AUTHORIZING EMPLOYMENT SERPARATION  
AGREEMENT AND RELEASE**

**WHEREAS**, Kyle Wilson has served as the Chesterfield Township Chief of Police for seventeen (17) years, and the member of the Police Department, for over twenty-five (25) years; and

**WHEREAS**, as a result of injuries suffered by Chief Wilson last August, he has, for a period of the past eleven (11) months, been on “worker’s compensation” status, and has determined, given the absence of likelihood of returning to work, that he will retire; and

**WHEREAS**, the Township Committee and Chief Wilson have negotiated an “Employment Separation Agreement and Release”, a copy of which is attached hereto and made a part hereof; and

**WHEREAS**, the Township Committee deems appropriate to execute to authorize the Mayor and Clerk to execute said Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township Chesterfield, Burlington County, State of New Jersey that that Mayor and Clerk be and are hereby authorized and directed to execute the attached “Employment Separation Agreement and Release.

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Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2021-11-3. All were in favor. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-11-3**

**REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION  
UNDER N.J.S.A. 40A:4-87 FOR NJ DOT MUNICIPAL AID PROGRAM –  
SYKESVILLE ROAD – PHASE IV IN THE AMOUNT OF \$ 175,000.00  
IN THE 2021 MUNICIPAL BUDGET**

**WHEREAS**, N.J.S.A. 40A: 4-87 (Chapter 159, P.L. 1948) provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget,; and

**WHEREAS**, the said Director may also approve the insertion of an item of appropriation for equal amount; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Township Committee of the Township of Chesterfield hereby request the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$ 175,000.00, which is now available as revenue from:

- Miscellaneous Revenues
- Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services-
- Public and Private Revenues Offset with Appropriations:
  - NJ DOT Municipal Aid Program
  - Sykesville Rd-Phase IV \$ 175,000.00

**BE IT FURTHER RESOLVED** that a like sum of \$ 175,000.00 is hereby appropriated under the caption of:

General Appropriations  
Operations – Excluded from “Caps”  
Public and Private Programs Offset by Revenues:  
NJ DOT Municipal Aid Program  
Sykesville Rd-Phase IV \$ 175,000.00

**BE IT FURTHER RESOLVED**, that the Township Clerk forward two copies of this resolution to the Director of Local Government Services.

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Mr. Panfili made a motion seconded by Ms. Koetas-Dale to approve Resolution 2021-11-4. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Liedtka - no. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-11-4**

**RESOLUTION AUTHORIZING CONTRACT AWARD FOR  
GROUNDSKEEPING SERVICES TO ON-SITE LANDSCAPE MANAGEMENT**

**WHEREAS**, Chesterfield Township has the desire to supplement the public works department with groundskeeping services for certain park and open space areas; and

**WHEREAS**, N.J.S.A. § 40A:11-4.1 et seq. permits a municipality to engage the services of groundskeeping services through competitive contracting rather than through the typical bid process; and

**WHEREAS**, the Township Committee approved the use of competitive contracting via Resolution 2021-9-5; and

**WHEREAS**, bids were properly advertised on October 1, 2021 and opened on October 21, 2021; and

**WHEREAS**, two (2) proposals were received however one (1) did not include the bid bond which is mandatory and therefore was not reviewed

**WHEREAS**, the Chief Financial Officer/QPA, Township Administrator, Public Works Forman have reviewed the submission by the vendor against the competitive contracting criteria established and announced in the bid specifications; and

**WHEREAS**, the review committee recommends award of the contract to On-Site Landscape Management; and

**WHEREAS**, the Township Solicitor’s office has confirmed that the submission is compliant with the New Jersey Local Public Contracts Law; and

**WHEREAS**, this contract is subject to the rules concerning certification of availability of funds.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey do hereby award a contract to On-Site Landscape Management to perform groundskeeping services according to the terms and conditions in the proposal specification for a one year contract commencing on April 1, 2022 for a cost of ONE HUNDRED SIXTY SEVEN THOUSAND NINE HUNDRED SEVENTY SEVEN (\$167,977.00).

**BE IT FURTHER RESOLVED**, that the Township Administrator and Township Clerk are hereby authorized to enter into a Contract to fulfill the terms of this agreement upon approval of the document by the Township Solicitor.

**BE IT FINALLY RESOLVED**, that the Township Clerk shall publish notice in the official newspaper summarizing the award of a contract to include the name of the vendor, duration and nature of the contract and a statement that the resolution and contract are on file and available for public inspection.

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Mr. Panfili made a motion seconded by Mr. Dhopte to approve Resolution 2021-11-5. All were in favor. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-11-5**

**RESOLUTION AUTHORIZING REFUND OF PROPERTY TAX  
OVERPAYMENT ON BLOCK 900 LOT 10 KNOWN AS 620 CHESTERFIELD-  
ARNEYTOWN ROAD TO TITLE EVOVLUTION**

**WHEREAS**, the Corelogic and Title Evolution both paid the fourth quarter property taxes in the amount of \$1,432.99; and

**WHEREAS**, there is an overpayment of taxes in the amount of 1,432.99; and

**WHEREAS**, Title Evolution has request the overpayment be refunded to them;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the Tax Collector is hereby authorized to refund the overpayment on Block 900 Lot 10 in the amount of \$1,432.99 to Title Evolution, 230 Farnsworth Avenue, Bordentown, NJ 08505.

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Mayor Liedtka recused himself and left the room.

Mr. Hirsh stated the developer agreed in writing to move the treatment basin algae into Phase 5 punch-list. Otherwise all else is good.

Ms. Koetas-Dale made a motion seconded by Mr. Panfili to approve Resolution 2021-11-6. All were in favor. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-11-6**

**RESOLUTION AUTHORIZING RELEASE OF SPECIAL MAINTENANCE &  
LANDSCAPE BOND FOR PHASE 3 OF TRADITIONS AT CHESTERFIELD**

**WHEREAS**, Traditions at Chesterfield LLC, the developer of the Traditions at Old York Village, has requested release of the special maintenance & landscape bond in the amount of \$18,000 with respect to the development known as Traditions at Old York Village Phase 3 and

**WHEREAS**, this request has been reviewed by the Township Engineer who has issued his letter, November 2, 2021, finding the landscape improvements to be in substantial compliance with the approvals and township ordinances and recommending release of the special bond in accordance with his letter and completed punch list items with respect to the project, which letter is attached hereto; and

**WHEREAS**, the Township Committee finds the request to be in order; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey authorize the Treasurer to release the special bond posted by the developer in the amount of \$18,000.00 for outstanding landscape maintenance items.

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Mayor Liedtka returned to the meeting.

Mr. Panfili made a motion seconded by Ms. Koetas-Dale to approve Resolution 2021-11-7. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Liedtka - yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-11-7**

**RESOLUTION AUTHORIZING APPROPRIATION TRANSFERS**

**WHEREAS**, N.J.S.A. 40A:4-58 provides for appropriation transfers during the last two (2) months of the fiscal year, when it has been determined that it is necessary to expend for any of the purposes specified in the budget an amount in excess of the sum appropriated therefore and where it has been further determined

that there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the Treasurer be and the same is hereby authorized to make transfers among the 2021 budget in accordance with the following schedule:

| <u>FROM</u>               | <u>AMOUNT</u> | <u>TO</u>               | <u>AMOUNT</u> |
|---------------------------|---------------|-------------------------|---------------|
| Gasoline & Diesel-Utility | 8,100.00      | Admin & Exec – OE       | 2,000.00      |
|                           |               | Tax Collection – OE     | 1,000.00      |
|                           |               | Board of Health – OE    | 100.00        |
|                           |               | Buildings & Grounds –OE | 5,000.00      |
|                           | <hr/>         |                         | <hr/>         |
|                           | \$ 8,100.00   |                         | \$ 8,100.00   |

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Mayor Liedtka recused himself and left the room.

Mr. Dhopte made a motion seconded by Mr. Panfili to add Resolution 2021-11-8 & 2021-11-9 to the agenda. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – no; Mr. Panfili – yes.

Mr. Dhopte asked for an explanation on the resolutions added. Mr. Gillespie responded these resolutions go back over 30 years. The ordinance requires the soil removal permits for certain activities. The resolutions are for two 3-year permit renewals. The Township received the fee and engineering approval. Mr. Dhopte asked if we can table these resolutions until the next meeting. Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to table both resolutions until the next meeting. Mr. Panfili was opposed. Mr. Gillespie said that Ms. Hoyer just advised him that the permits have expired so by not acting on it tonight will put them out of business. Ms. Hoyer said the reason it was late is because the Township had issues getting in touch with an independent engineer to do the inspections. Ms. Koetas-Dale said she is not opposed to the work itself but does not like it being put on the agenda at the last minute without the public being aware. Mr. Dhopte said the permits have already expired and he would like to table the resolutions until next month.

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**Bill List**

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve the Treasurers bill list. All were in favor.

## **Reports of the Administration**

**Administration – Video of Meetings** – Mr. Sahol recommends moving away from the free sites to view the Township meetings based on issues surrounding the open public meeting acts and OPRA standards. Mr. Sahol stated we will utilize the Township website to upload the videos of the meetings. Mr. Dhopte asked how long the videos will be available on the site. Mr. Sahol responded it depends on the amount of space the website can hold and state mandated retention schedules. Mr. Sahol assures there will be no editing of the videos. The fee to upload the videos to our site is reasonable at about \$25.00 per upload of a video said Mr. Sahol. Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to utilize the Township website per Mr. Sahol's memo. All were in favor.

**Old Business – Report of ongoing traffic enforcement** – Mr. Panfili would like to see more traffic enforcement and make a third officer per shift a priority. Ms. Koetas-Dale agrees. Ms. Koetas-Dale asked where we stand with hiring a part-time officer. Mr. Sahol responded there are currently 3 candidates that need to go through 3 rounds of interviews. The goal is to have the Township Committee approval at the December 9<sup>th</sup> meeting.

Ms. Koetas-Dale and Mr. Panfili are working on recommendations to bring to the County and State Legislators in regards to the Crosswicks traffic plan. Mr. Panfili would like to research how many police officers we should have per shift. Mr. Sahol recommends having this conversation with the acting officer in charge. Mayor Liedtka said the enforcement needs to be throughout the entire town not just Crosswicks. Mr. Panfili agrees that we need traffic enforcement throughout the entire town and believes the officers are doing a good job they just need more staff.

Ms. Koetas-Dale said that the agenda needs to go out to the public in advance. She had several people reached out to her that it did not go out until right before the meeting. Ms. Hoyer responded that the agenda is always posted on the Township website the Tuesday before the meeting.

Mr. Dhopte said that in the beginning of 2021 the Township Committee agreed to set up an Economic Advisory meeting but has not done so. He would like to encourage the Township to do that before the end of the year.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to open the meeting to public comment. All were in favor.

Brett Anderson - 62 Brookdale Way appreciates the work Mr. Sahol has done looking into getting the meeting videos on line. He wanted to point out there are currently over 20 municipalities using YouTube to post their meeting videos online and they have not faced any legal issues. He is asking the Township to still consider the free services such as YouTube since he believes they are reliable. He said it will help with cost, easy uploading and converting as well as archiving.

Steve Hazen 447 Main Street said that the recent traffic study showed that 5,000 cars go through Crosswicks every day and 25% were speeding. He does not believe there are 5,000 cars a day going through the development. He agrees the speeding is bad throughout Chesterfield.

Lorrie Thier - 153 Chesterfield-Crosswicks Road can attest that the traffic is bad all over Chesterfield. She said the traffic and speeding in Crosswicks is at its worst between 6pm – 9pm. She sees police presence in Crosswicks during the day but not during that time.

Ralph Irizarry - 82 Sykesville Road thanked Mayor Liedtka for his service. He thinks it is important that the Township controls the meeting videos on our website instead of YouTube.

Susie Mahon - 16 Chesterfield-Crosswicks Road said the traffic in Crosswicks is nonstop since they put in the development. She asked if there is still a plan for a by-pass. Mr. Panfili replied that they are still looking into the by-pass option and he and Ms. Koetas-Dale are working diligently with the County to get all the recommendations to them prior to the County paving Main Street in Crosswicks. Mr. Panfili asks that all residents attend the County Commissioners meetings to push these recommendations through.

Hearing no further comments, Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close public comment. All were in favor.

Mr. Gillespie asked Mayor Liedtka to leave the room. Mr. Gillespie said that he understands the Committee tabled the soil permit renewal resolutions but this will shut down a business at no fault of the applicant. He asks if the Committee would consider extending the existing permit until the next meeting. Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to extend the existing permits of the two Herman Liedtka properties until the next meeting. All were in favor. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes.

Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to adjourn the meeting. All were in favor. The meeting adjourned at 8:11pm.

Respectfully submitted,

Caryn M. Hoyer, RMC  
Municipal Clerk